



**MEETING OF THE WOU BOARD OF TRUSTEES
MEETING NO. 38 – FEBRUARY 17, 2021
1:00 PM – 5:00 PM**

MEETING MINUTES

I. CALL-TO-MEETING / ROLL CALL

Chair Betty Komp called the Board meeting to order at 1:02 PM and asked Secretary Ryan Hagemann to take roll. The following trustees were present:

Jaime Arredondo
Jim Baumgartner
Danielle Campbell
Susan Castillo
Gayle Evans
David Foster
Rex Fuller
Linda Herrera
Betty Komp
Cec Koontz
Malissa Larson
Leah Mitchell
Doug Morse

The following trustees were absent:

Zellee Allen
Jerry Ambris

Hagemann reminded the board of public comment and that the meeting was livestreamed.

II. CHAIR'S WELCOME

III. CONSENT AGENDA ([Appendix A](#))

1) Meeting Minutes:

- a) [November 18, 2020](#)
- b) [December 8, 2020](#)
- c) [January 11, 2021](#)

2) Proposals for Graduate Certificate Programs:



- a) [Graduate Certificate in Social Justice](#)
- b) [Graduate Certificate in Advanced Juvenile Justice](#)
- 3) [FY21 Management Report](#) (as of December 31, 2020)

Komp called for a motion to approve the consent agenda. Larson moved approval and Morse seconded the motion. The following trustees voted for approval:

Jaime Arredondo
Jim Baumgartner
Danielle Campbell
Susan Castillo
Gayle Evans
David Foster
Linda Herrera
Betty Komp
Cec Koontz
Malissa Larson
Leah Mitchell
Doug Morse

No trustees opposed the motion.

No trustees abstained from the motion.

Fuller is non-voting.

The motion passed.

IV. PUBLIC COMMENT

Komp asked Hagemann if anyone had signed up for audio public comment consistent with the call-to-meeting letter. No one signed up for public comment and there was no written public comment to distribute to the Board.

V. SHARED GOVERNANCE REPORTS

- 1) [ASWOU](#)
- 2) [Faculty Senate](#)
- 3) [Staff Senate](#)

Komp announced that the Faculty Senate and Staff Senate submitted written reports for the Board meeting. She recognized ASWOU President NJ Johnson for an oral report. All shared



governance presidents were extended the opportunity to address the Board orally in addition to submitting written reports. Johnson, among other items, updated the Board on the incidental fee process.

VI. [PRESIDENT'S REPORT](#) (Cabinet full reports in [Appendix B](#))

Executive Order 20-28 states: The governing board of each public university or community college must, at each regular board meeting, review the plan referenced in this paragraph, and any amendments thereto.

The Presidents Report's report includes an update on the University's safe operations during COVID-19.

Komp recognized President Rex Fuller for his president's report. Fuller discussed the following topics:

- Registration nudges from Student Success and Advising;
- Assistance from student-athletes to clean up campus with Facilities after the ice storm;
- Focus on mental health services at Student Health & Counseling;
- Continuation of remote learning and services in the spring term;
- ACE Learner Success lab;
- Updates on Canvas, the new learning management system;
- Partnerships with PK-12 systems and the College of Education;
- Update on WOU's involvement in Polk County's contact tracing program;
- Updates on flexible technologies to assist during COVID;
- Public Safety's assistance with the West Valley Hospital vaccination clinic;
- Update on HR work related to multiple dimensions of COVID compliance;
- Update on streamlined procurement processes;
- Update on allocations of federal COVID relief, including student aid portion;
- Updates on philanthropic donations and grants to the university;
- Highlights on Fall 2021 enrollment; and
- Preparations for the 2021 Giving Day



VII. BREAK

Komp called for a 15-minute break.

VIII. THEME: [Affordability & Access](#)

After the break, Komp recognized Fuller to continue with a Board discussion on access and affordability. Fuller updated the Board on the median family income metric established previously to compare WOU to other institutions. He described the positive progress on affordability due to the university's purposeful action to increase remission budgets. Fuller also reviewed national and state survey data to illustrate the cost of attendance remained one of the key factors driving enrollment. He stressed that due to the socioeconomic quintile from which WOU recruits its students, cost of attendance was an even more important factor to consider.

Trustee Castillo asked about job placement opportunities and Fuller committed to follow up with the Service Learning and Career Development Center for information. Fuller offered that the information on the number of graduates who were employed immediately after attendance was less robust. Fuller observed that the cost of attendance and affordability align with the university's strategic commitment to sustainability and stewardship. Fuller returned to the median family income metric to demonstrate WOU's progress on affordability and amplified strategies to enhance affordability, including structuring financial aid to offer remissions in the first years of attendance and scholarships as students progressed through their time at the university. Komp asked about comparative information about student fees. Vice President Dukes offered information about how the cost of attendance estimate was developed.

Fuller described analysis on whether or not enhanced remissions impact enrollment and the yield of students coming to the campus. At the conclusion of the presentation, Arredondo stressed that a culture of enrollment was necessary at WOU and everyone played a role in developing, bolstering and enhancing enrollment. Castillo recognized the measurable progress in affordability. Foster asked about the progress on affordability, but the decline in enrollment. David McDonald added that COVID disrupted the typical enrollment cycles and expectations.

IX. ACADEMIC & STUDENT AFFAIRS COMMITTEE (ASAC)

1) Committee Chair Report

Komp called on ASAC Chair Arredondo for a brief ASAC report. Separate from the items on the docket for action, Arredondo discussed the vaccination center, student tutoring, growth in graduate programs, and sponsored research

2) Committee Recommendations for Board Action/Discussion

a) Proposals for new degree programs:

i. [Bachelor of Arts in Creative Productions](#)



Komp asked Arredondo and Provost and Vice President for Academic Affairs Dr. Rob Winningham to introduce the proposals for new degree programs. After discussion, Komp called for a motion to approve the Bachelor of Arts in Creative Productions degree program as presented and included in the written docket materials. Evans moved approval and Morse seconded the motion. The following trustees voted for approval:

Jaime Arredondo
Jim Baumgartner
Danielle Campbell
Susan Castillo
Gayle Evans
David Foster
Linda Herrera
Betty Komp
Cec Koontz
Malissa Larson
Leah Mitchell
Doug Morse

No trustees opposed the motion.

No trustees abstained from the motion.

Fuller is non-voting.

The motion passed.

ii. [Masters of Science in Justice Studies](#)

Komp asked Arredondo and Winningham to continue with the second degree program. After discussion, including reference to the certificate programs previously approved on the consent agenda and the positive reviews from external reviewers and Komp's question about predicting headcounts for the pro forma, Komp called for a motion to approve the Masters of Science in Justice Studies degree program as presented and included in the written docket materials. Foster moved approval and Mitchell seconded the motion. The following trustees voted for approval:

Jaime Arredondo
Jim Baumgartner
Danielle Campbell
Susan Castillo
Gayle Evans
David Foster
Linda Herrera



Betty Komp
Cec Koontz
Malissa Larson
Leah Mitchell
Doug Morse

No trustees opposed the motion.

No trustees abstained from the motion.

Fuller is non-voting.

The motion passed.

X. FINANCE & ADMINISTRATION COMMITTEE (FAC)

1) Committee Chair Report

Komp asked FAC Chair Cec Koontz to provide a brief FAC report. Separate from the materials on the docket, Koontz touched on UBAC updates and its pivot to education sessions, the tuition and fee setting process, capital construction, UTAC, facilities, and shared services.

2) Committee Recommendations for Board Action/Discussion

a) 2020 Annual External Audit Reports

i. [FY2020 Financial Statements Audit](#)

Komp recognized Koontz and WOU Controller Gabe Dougherty to present the 2020 Financial Statements Audit. After discussion, Komp called for a motion to accept the 2020 Financial Statements Audit as presented and included in the written docket materials. Koontz moved acceptance and Larson second the motion. The following trustees voted for approval:

Jaime Arredondo
Jim Baumgartner
Danielle Campbell
Susan Castillo
Gayle Evans
David Foster
Linda Herrera
Betty Komp
Cec Koontz
Malissa Larson
Leah Mitchell
Doug Morse



No trustees opposed the motion.

No trustees abstained from the motion.

Fuller is non-voting.

The motion passed.

ii. [NCAA Audit](#)

Koontz and Dougherty continued with the NCAA Audit. After discussion, including the scope of the audit and the focus on expenditures, Komp called for a motion to accept the 2020 NCAA Audit as presented and included in the written docket materials. Koontz moved acceptance and Morse seconded the motion. The following trustees voted for approval:

Jaime Arredondo
Jim Baumgartner
Danielle Campbell
Susan Castillo
Gayle Evans
David Foster
Linda Herrera
Betty Komp
Cec Koontz
Malissa Larson
Leah Mitchell
Doug Morse

No trustees opposed the motion.

No trustees abstained from the motion.

Fuller is non-voting.

The motion passed.

XI. BREAK

Komp called for a 15-minute break.

XII. EXECUTIVE GOVERNANCE & TRUSTEESHIP COMMITTEE (EGTC)

1) Committee Chair Report



Komp shared that EGTC business was on the docket and that she would like to turn to both items on the presidential vacancy.

2) Committee Recommendations for Board Action/Discussion

a) [Board Statement on Presidential Vacancies](#)

Komp reviewed the draft [Board Statement on Presidential Vacancies](#). Evans and Morse both offered observations from the EGTC deliberations. Foster asked whether or not the president of another university was required for the interim search and Hagemann clarified that it only applied to the search for a regular successor. Komp stressed the fundamental difference between the advisory committee for the interim search and the search committee for the regular search. She noted that the advisory committee for the interim search was a new addition for WOU. Larson shared the profound importance of diversity and inclusion in the presidential searches and wanted to make sure any search firm understood that commitment. After discussion, she shared the committee's recommendation to move repeal the former Oregon University System policy on executive searches and approve the [Board Statement on Presidential Vacancies](#) as presented and included in the written docket materials and Baumgartner seconded the motion. The following trustees voted for approval:

Jaime Arredondo
Jim Baumgartner
Danielle Campbell
Susan Castillo
Gayle Evans
David Foster
Linda Herrera
Betty Komp
Cec Koontz
Malissa Larson
Leah Mitchell
Doug Morse

No trustees opposed the motion.

No trustees abstained from the motion.

Fuller is non-voting.

The motion passed.

b) [Search Guidelines for the Interim and Regular Search for University President](#)

Komp continued with the Search Guidelines for the Interim and Regular Search for University President. She asked Hagemann to describe the guidelines that would apply to the interim and regular searches respectively. Hagemann highlighted the proposed timeline, the



recommendation that a search firm was not needed for the interim search, and the necessity of communication and confidentiality. Shifting to the regular search guidelines, Hagemann reviewed the timeline, the need for a search firm, the search committee composition, communication and confidentiality, and the recommendation that the regular search be an open search. He also noted the inclusion of compensation and term clauses in the search guidelines. Foster asked how the trustees were selected for the search committee and Hagemann shared that the Board Chair would appoint all search committee members. Foster asked about whether a dean could serve in the division chair slot. Hagemann described that the Board could substitute “Dean” for “Division Chair” or add “Dean” to the criteria above. Koontz offered to add “Dean” to the list including AVP or director. Fuller offered that it might make most sense to add it to (C) in the draft guidelines to ensure that a cabinet member was also on the committee. After discussion, Komp moved approval of the guidelines as presented and included in the written docket materials with the amendment to add “Dean” to the series under (C) in the guideline and Koontz seconded the motion. The following trustees voted for approval:

Jaime Arredondo
Jim Baumgartner
Danielle Campbell
Susan Castillo
Gayle Evans
David Foster
Linda Herrera
Betty Komp
Cec Koontz
Malissa Larson
Leah Mitchell
Doug Morse

No trustees opposed the motion.

No trustees abstained from the motion.

Fuller is non-voting.

The motion passed.

XIII. FINAL ANNOUNCEMENTS

After the vote on the search guidelines, Komp asked Nathan Sauer and LouAnn Vickers to pull up the new website on the presidential vacancies. Komp and Hagemann stressed that the site would be populated now that the Board had approved the policies and guidelines and the work would begin to appoint members to the interim president advisory committee.

XIV. ADJOURNMENT



Komp adjourned the meeting at 4:44 PM with a quorum of the Board.

A handwritten signature in blue ink, appearing to read "Ryan James Hagemann".

RYAN JAMES HAGEMANN
Secretary to the Board of Trustees